

**ARCHITECTS SECTION MEETING  
EXAMINING BOARD OF ARCHITECTS, LANDSCAPE ARCHITECTS,  
PROFESSIONAL ENGINEERS, DESIGNERS AND LAND SURVEYORS  
MINUTES  
MADISON, WI  
January 8, 2003**

**PRESENT:** Dennis Cerreta, Arno Haering, and James Otto

**EXCUSED:** Lee Madden, and Mary Reavey

**STAFF PRESENT:** Mary Forseth, Bureau Director; Gina York, Program Assistant and other Department staff for portions of the meeting

**GUESTS:** Bill Babcock, AIA Wisconsin

**CALL TO ORDER**

James Otto called the meeting to order at 9:32 a.m. A quorum of 3 members was present.

**AGENDA**

**Additions to the Agenda:**

- Add to Item 12: NCARB Meeting
- Add to Item 16: Definition of Practice of Law

**MOTION:** Arno Haering moved, seconded by Dennis Cerreta, to adopt the agenda as amended. Motion carried unanimously.

**MINUTES (11/13/02)**

**Addendum to the Minutes:**

- Change the word “set” to “sit”.

**MOTION:** Dennis Cerreta moved, seconded by Arno Haering to approve the minutes of Nov. 13, 2002 as amended. Motion carried unanimously.

**ADMINISTRATIVE REPORT**

**SECTION ROSTER**

- Lee Madden and Mary Reavey names will be removed from the roster.
- Change Chair to James Otto and Change Vice Chair to Dennis Cerreta.
- Screening Committee – Remove Lee Madden and add Dennis Cerreta.

**MEETING DATES**

The meeting dates for 2003 were reviewed and approved by the Section.

## **TO - DO - LIST**

Noted.

## **REGULATORY DIGEST**

Mary Forseth shared a copy of the Regulatory Digest with the Section.

## **SUMMARY REPORTS ON PENDING COURT CASES, DISCIPLINARY CASES AND ADMINISTRATIVE RULES AND PRESS RELEASES**

Informational.

## **APPOINT A-E JOINT RULES COMMITTEE REPRESENTATIVE**

**MOTION:** Dennis Cerreta moved, seconded by Arno Haering, to nominate James Otto as the representative for the Architect Section to the A-E Joint Rules Committee. Motion carried unanimously.

## **LEGISLATIVE ISSUES**

Mary Forseth has forwarded the legislative proposal regarding changes in experience requirements to the LRB for drafting. The Section members consider this proposal to be the first step in modifying Wisconsin requirements to become consistent with NCARB and other national standards. The Section members would like education and experience requirements to be included on the next meeting agenda so they can discuss additional statutory or rule changes.

## **ADMINISTRATIVE RULES**

### **CLEARINGHOUSE RULE 02-111 REGARDING ARCHITECTURAL INTERN**

Mary Forseth shared information she received from Pamela Haack, Paralegal, regarding the administrative rule relating to the use of the title Architectural Intern. The rule will be sent to the legislature for committee review today, January 8, 2003. The committees have a thirty day review period. After that the rule will come back to the Section for adoption. Once adopted, the rule will be filed with the Revisor of Statutes for publication and to the Secretary of State's office.

## **SECTION MEMBER ACTIVITY**

None.

## **EXAMINATION ISSUES**

Casey Brown discussed current Wisconsin Statutes and NCARB's policy regarding exam review requests. The fee is \$350 to review. A candidate can challenge a multiple choice question. They may review the question and will be given the correct answer. Vignettes, however, can only be reviewed in Madison, Wisconsin, cannot be challenged, and individuals cannot be shown the correct answer.

## **PRACTICE ISSUES**

Wayne Austin, Legal Counsel addressed a question on whether a NCARB certificate holder, not registered in Wisconsin, is able to compete in a local design competition. Mr. Austin advised that licensure is required. A permit to participate on one project is available from the Department.

## **MISCELLANEOUS CORRESPONDENCE/INFORMATION**

None.

## **NEW BUSINESS**

### **NCARB REGIONAL MEETING MARCH 2003**

The Section discussed the upcoming NCARB regional meeting to be held March 13-15, 2003. NCARB may pay for one individual and the Department will pay for one individual to attend the meeting. The Section decided that James Otto and Dennis Cerreta will attend the meeting in March. Mary Forseth will confirm NCEES funding.

## **CLOSED SESSION**

**MOTION:** Dennis Cerreta moved, seconded by Arno Haering, to convene to closed session to deliberate on cases following hearing (s. 19.85(1)(a), Stats.; to consider licensure or discipline (s. 19.85(1)(b), Stats.; to consider individual histories or disciplinary data (s. 19.85(1)(f), Stats. Roll Call Vote: Dennis Cerreta-yes, Arno Haering-yes, Jim Otto-yes. Motion carried unanimously.

Open Session closed at 11:25 a.m.

## **MONITORING REPORT**

Informational.

### **DELIBERATION ON STIPULATIONS SIGNED AFTER PRINTING OF AGENDA**

Nothing before the Section at this time.

## **PENDING APPLICATIONS**

## **JOHN SCHAEFFER**

**MOTION:** Dennis Cerreta moved, seconded by Arno Haering, to deny John Schaeffer the right to sit for the exam. Mr. Schaeffer needs three more years experience. His experience so far has not been in Architecture. Motion carried unanimously.

## **REINSTATEMENT REQUESTS**

### **MARIA AMBROSE**

**MOTION:** Dennis Cerreta moved, seconded by Arno Haering, to grant reinstatement of licensure in the matter of Maria Ambrose. Motion carried unanimously.

## **CASE CLOSINGS**

**MOTION:** Dennis Cerreta moved, seconded by Arno Haering, to close complaint **02 ARC 001** for no violation. Motion carried unanimously.

## **RECONVENE TO OPEN SESSION**

**MOTION:** Arno Haering moved, seconded by Dennis Cerreta, to reconvene the meeting into open session at 12:45 p.m.

## **VOTE ON ITEMS CONSIDERED OR DELIBERATED UPON IN CLOSED SESSION, IF VOTING IS APPROPRIATE**

**MOTION:** Arno Haering moved, seconded by Dennis Cerreta, to approve the actions taken in closed session. Motion carried unanimously.

## **SUCH OTHER ITEMS AS AUTHORIZED BY LAW**

### **PRACTICE OF LAW**

Wayne Austin, Legal Counsel will keep the Section informed.

## **ADJOURNMENT**

**MOTION:** Dennis Cerreta moved, seconded by Arno Haering, to adjourn the meeting at 12:50 p.m.